

**PATENT**

**MS305641.01/MSFTP658US**

**CERTIFICATE OF TRANSMISSION**

I hereby certify that this correspondence (along with any paper referred to as being attached or enclosed) is being submitted *via* the USPTO EFS Filing System on the date shown below to **Mail Stop Amendment**, Commissioner for Patents, P.O. Box 1450, Alexandria, Virginia 22313-1450.

Date: April 11, 2008

/Jessica Sexton/  
Jessica Sexton

**IN THE UNITED STATES PATENT AND TRADEMARK OFFICE**

In re patent application of:

Applicant(s): Lili Cheng, *et al.*

Serial No: 10/816,977

Filing Date: April 1, 2004

Examiner: Phenuel S. Salomon

Art Unit: 2178

Title: INSTANT MEETING PREPARATION ARCHITECTURE

**Mail Stop Amendment  
Commissioner for Patents  
P.O. Box 1450  
Alexandria, Virginia 22313-1450**

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**REPLY TO OFFICE ACTION DATED JANUARY 11, 2008**

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Dear Sir:

Favorable reconsideration of the above-identified patent application is respectfully requested in view of the comments below.